2018-19

7.2 Best Practices

7.2.1 **Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.**

Best practice –

Best Practices – 1
1. Title of the Practice – Teaching and Non-Teaching Staff motivated for further Education.

2. Objectives of the Practice
1. The staff motivated for higher education get motivated which make them more
Productive, happy and highly committed to their job.
2. Working in qualified workplace improves harmony and increases employee
Performance.
3. Motivation for higher education not only encourages productive
   Performance but also shows employees how much the organization cares.
4. motivating the staff for higher education help them to meet the human's need to grow psychologically.
5. If motivated for self-development, employees will want to work and will Enjoy their work.

3. The Context
As one study concluded, 'people who work in further education are uniquely committed to their jobs and the social purpose of the sector.' The Institutes that encourage their staff to continue their education

build a high quality workforce who are well trained and well educated and help the Institute to achieve viability and feasibility. The Institute should always strive for the development of their staff due to the following reasons –

1. If the Institute expresses a genuine interest in further education, the happy staff will be more loyal, which will increase their productivity.

2. Knowledgeable staff can handle more challenges in terms of technology, methodology and skills.

3. The loyal staff will be retained for a longer period of time, which will decrease the attrition rate.

4. Supporting professional development reduces stress and negativity amongst the staff. K.G. Kataria College Daundmotivates and helps the teaching and non-teaching staff for higher education.

4. The Practice

It is very rightly said that, "You know that people nearer to the challenges, on the coalface, are going to know much better than people from a distance".

K.G. Kataria College Daund invests in their employees as when employees achieve more the Institute is benefited.

K.G. Kataria College Daund ensures to have and develop the best, most creative, happiest and most loyal employees. The Institute struggles to motivate the teaching and non-teaching staff by the following ways –

1. Senior faculty members try to engage the faculty members by leading them. These senior members communicateeffectively by being approachable, ensuring effective performance management and inspiring team work. These senior members try to reduce the strain on the further education work force.

2. The effective communication and staff voice is important for building employee

Engagement at Institute. Effective communication is adopted by variety of channels by promoting staff voice, involving staff in Decision making by offering their views, opinions and suggestions.

3. The institute has a strong set of values which emphasis the importance of high quality teaching and learning which motivates the staff to go for higher education.
4. The staff is encouraged to own their careers by supporting them by making the resources available.
5. The decentralized system makes the relationship transparent by sharing the information required.

5. Evidence of Success
K.G. Kataria College Daund has a number of cases of further education. There are many teaching staff who registered for PhD after joining the Institute. There are some who could clear the NET SET as well. The non-teaching staff could go for technical up gradation after joining the Institute.

6. Problems Encountered and Resources Required
There are some significant challenges to motivate the staff for further education –
1. First, there is a risk that organizational change. The higher educated staff is always skeptical of changing the organization. This will have a negative impact on the quality of teaching and learning which could lead to friction and disengagement.

2. There is a risk that organizational change and a reduction in headcount will add further to the already high levels of job stress. There is also a risk that with the ongoing pressure on pay, discontent in this area will grow and further undermine engagement.
3. The staff should not forget that their priority should be students and not only their further education.
4. The balance of work and self-development should be maintained in order to manage the stress level.

Best Practices – 2

Babusheth Borekar Self-Dependent (Scheme of Financial Assistance to needy students at the risk of Drop out)
Title of the Practice
Babusheth Borekar Self-Dependent (Scheme of Financial Assistance to needy students at the risk of Drop out)
Goal
• To provide financial support to the needy student of the college.
• To reduce drop out ratio.
• To raise a corpus fund available for needy students
• To help the needy students so as to pursue the higher education independently with sense of self-respect.

The Context
In the recent years, students were at the risk of drop-out due to rise in fee, and discontinuation of Scholarships for OBCs for Professional courses by State Government. Thus, it has increased the financial burden on parents of students to send them for further study in higher education. The management of the college has taken the initiative to encourage the students from economically backward class to aspire for higher education through the**BabushethBorekar Self-Dependent Scheme.**

The Practice
Under **BabushethBorekar Self-Dependent Scheme.** Students who require financial support, apply for this scheme by submitting application form in College Office. Two teachers sign the application for as Guarantor after verifying the background of the students. After complete verification, financial support is provided to the student through cheque by College office per year until complete education. After this, student has to repay the total amount given to them at a time or in parts as per their convenience without any kind of any additional charge or interest. So that same money should be available for the students of next academic years (batches).

Evidence of Success
A corpus fund has been raised by the management council so that no

poor student remains deprived of education just because he cannot pay the tuition fee. From the collected corpus fund every year number of students get benefited and have completed their higher education. So far many students got benefited with overall beneficiary.

Problems Encountered
• Repayment of the fee by students in **BabushethBorekar Self-Dependent Scheme**
• Unavailability of Cheque book with students in **BabushethBorekar Self-Dependent Scheme**
• Limited students are benefitted under 'Earn and Learn Scheme'

Resources Required
• Guarantor Teacher in **BabushethBorekar Self-Dependent Scheme**
• Blank Cheques in **BabushethBorekar Self-Dependent Scheme**
• Account in nationalized bank in 'Earn and Learn Scheme'